



Elmsford Union Free School District Budget Calendar for Fiscal Year 2019-2020

Date	ACTIVITY
August 18, 2018	Board of Education Goal Setting
September 12, 2018	Board Approval of 2019-2020 Budget Calendar
November 7, 2018	Board and Superintendent to Clarify Goals to be Addressed in the Budget
November 7, 2018	Administrator's Cabinet meeting – review of budget process (budget packets provided prior to meeting)
December 5, 2018	Budget update to the Board – fiscal climate
December 11, 2018	Preliminary budgets due in the Business Office
Dec. 12, 2018 thru Jan. 15, 2019	Superintendent and Business Official meet with individual administrators to review budget needs re: Staffing, Furniture, Equipment & Special Items
January 29, 2019	Administrators Cabinet budget update
February 22, 2019	Board to Receive Draft 2019-2020 Budget
March 2, 2019	First Budget Presentation – Saturday Board meeting
March 6, 2019	Review budget presentation at Board meeting (if requested)
April 3, 2019	Board Adopts Final Budget for the Vote
April 8, 2019	1st Advertisement
April 15, 2019	2 nd Advertisement
April 22, 2019	3rd Advertisement – Petitions for Board of Ed candidates are due
April 30, 2019	Proposed budget available to the public
May 8, 2019	Public Hearing on the Budget
May 9, 2019	Mail School Budget Notice in the Budget Newsletter
May 10, 2019	4 th Advertisement
May 21, 2019	Board Elections and Budget Vote

- Budget Notification requirements - 4 times within the 7 weeks preceding the date of the vote.
- First legal notice must be at least 45 days before the annual meeting.
- Budget hearing requirement - Between 7 and 14 days before the vote.